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Student Handbook

1973-74

massachusetts college of art

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Academic Calendar

1973			
August 29	Wednesday	Senior Registration (for first semester) Junior Registration (for first semester)	10 a.m. 1 p.m.
August 30	Thursday	Faculty Meeting Sophomore Registration (for first semester)	10 a.m. 2 p.m.
August 31	Friday	Freshman Registration	10 a.m.
September 4	Tuesday	Divisional Meetings Departmental Meetings	10 a.m. 2 p.m.
September 5	Wednesday	First Semester Begins	
October 8	Monday	Columbus Day (no classes)	
October 22	Monday	Veteran's Day (no classes)	
October 26	Friday	Mid-Semester	
November 22	Thursday	Thanksgiving (no classes)	
23	Friday	(no classes)	
December 18	Tuesday	End of First Semester (exams are optional)	
December 19	Wednesday	Senior Registration (for second semester)	10 a.m. 1 p.m.
December 20	Thursday	Junior Registration Sophomore Registration Freshman Registration	10 a.m. 1 p.m.
December 26	Wednesday	Begin Intersession Dec. 26-Jan. 20 (26 Days)	
1974			
January 21	Monday	Second Semester Begins	
February 18	Monday	Washington's Birthday (no classes)	
March 15	Friday	Mid-Semester	
March 18	Monday	Evacuation Day, Spring Recess	
March 28	Thursday	Resume Classes	
April 15	Monday	Patriot's Day (no classes)	
May 22	Wednesday	End of Second Semester	
June 2	Sunday	Commencement	

Student Government Association Statement

This year we are trying to bring about the changes necessary to bring us all together. Mass Art should be a community, not an institution. The Student Government Association is you. The purpose of the officers is to bring information and services to the Association. We want to hear your ideas for improving this function. It is your right to demand that the student government is relevant to your needs.

These are some of the things we will be trying to get together with you to improve communications within the school: We are organizing an Alternative Center that will include a resource bank, library, counseling and referral services. It will help you get together with projects, people, materials, ideas, groups, services and organizations within Mass Art and with the community at large. We want to see a newspaper get together that will really let you know what's going on in every area of the College. We're going to push for a continuation of a total college evaluation and

open meetings so that you can be heard. If we have to, we'll run our own evaluations of faculty, administration, and courses.

Be a part of your school. Help turn it into what you would like it to be. Since the new changes in College Governance, students have a lot of decision making power if they take it. People are needed to be on committees, newspaper staff, evaluations, to work on a new student Government Constitution, and to be counselors in the Alternative Center.

The Student Government officers this year feel that the existing constitution is exceedingly lengthy and, for the most part, irrelevant to current problems. We will meet with the student body to discuss possibilities for change. The constitution should be revised and become a viable contract between the College and the student body. Bring your ideas to our first meeting. Copies of the existing constitution are available in Dean McGavern's office.

Come and talk to us.

Sissy Ffolliott – President
Deborah Hyde – Vice-President
Marty Ryan – Treasurer
Chris Small – Secretary



Student Feedback Form

Fill out this form and bring it to the Student Government Office in the basement of the main building.

Name: _____

Address: _____

Phone: _____

Major: _____

Skills: _____

Projects or ideas interested in seeing happen: _____

Resource information that you feel would be valuable to other people in the school: _____

Are you into any groups, organizations, or other things that you would like listed in our resource files? _____

I am interested in being a part of: (check boxes)		7. SCHOLASTIC STANDARDS COMMITTEE (Deals with degree requirements, faculty evaluation and sophomore student evaluations)		7. <input type="checkbox"/>	FEATURES (REVIEW) EDITOR PRODUCTION DIRECTOR	4. <input type="checkbox"/>
1. THE LIBRARY COMMITTEE (Recommends ways to improve the library service)		2. <input type="checkbox"/>	8. EXHIBITIONS AND COMMUNITY PROGRAMS COMMITTEE	8. <input type="checkbox"/>	REPORTER	5. <input type="checkbox"/>
2. STUDENT AFFAIRS COMMITTEE (Reviews policies that affect students)		3. <input type="checkbox"/>	9. ALL COLLEGE COUNCIL	9. <input type="checkbox"/>	TYPIST	6. <input type="checkbox"/>
3. FACILITY UTILIZATION AND SERVICES COMMITTEE (Deals with space problems, etc.)		4. <input type="checkbox"/>	The question of granting credit for committee activities, proposed by the President, is presently pending before the College Council.		7. <input type="checkbox"/> All editors, reporters and production director will receive academic credit and typist will be paid.	
4. GOVERNANCE REVIEW COMMITTEE (Checks to see if the tripartite student/faculty/administration governance system works)		5. <input type="checkbox"/>	I am interested in serving on the newspaper staff as:		I am interested in helping with faculty/administration evaluations	<input type="checkbox"/>
5. ADMISSIONS COMMITTEE (Portfolio and entrance requirements)		6. <input type="checkbox"/>	EDITOR-IN-CHIEF	1. <input type="checkbox"/>	I would like to be a counselor in the Alternative Center (I will get professional training)	<input type="checkbox"/>
6. CURRICULUM COMMITTEE (Recommends changes and new courses)		7. <input type="checkbox"/>	NEWS EDITOR	2. <input type="checkbox"/>	I will help draft a new Student Government Association Constitution and review Student Government functions.	<input type="checkbox"/>
		8. <input type="checkbox"/>	ART AND LITERARY EDITOR	3. <input type="checkbox"/>	Typist for Student Government Association (will be paid)	<input type="checkbox"/>

Organizations

National Art Education Association

The organization has as its faculty advisor Donald Lettis, head of the Art Education Department, and most of its members are made up of students from that department. However, anyone may become a member. The group becomes involved with assisting its students to maintain their identity in the art world, while acting as an open forum for discussion of new trends in Art Education.

Black Artists' Union

The Black Artist Union is located on C Floor across from C-1.

This union, in existence little over two and one-half years, is based on the awareness that unity, creativity, and understanding are three prerequisites to establishing a direction toward art and community development.

Our purpose is:
To focus attention and reform in the areas of curriculum and college

policies, official and unofficial, where they touch the lives of black people. To support and strengthen the black student in the fulfillment of self and the destiny of black people as a nation, moving in support and defense of ourselves. In essence, black self-determination, quality education, and work.

But someday somebody'll stand up and talk about me and write about me—Black and beautiful—and sing about me and put on plays about me! I reckon it'll be me myself yes, it'll be me.

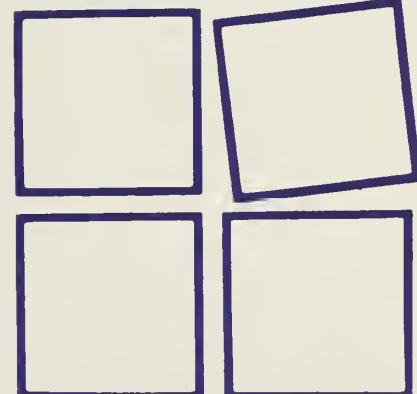
Langston Hughes

Through the visual arts the BAU makes that someday a today and yes, that somebody ourselves.

The beauty of Blackness is growing every day within the souls of those living the Black Experience.

Design Research Unit

Can a Design Student be a professional? The Design Research Unit of MCA has set out to prove that the answer to this question is



yes. Duplicating the operations of a professional studio, the students who comprise the DRU handle design work originating from non-profit organizations and institutions. In addition to valuable experience, these students gain payment for their work through the Design Research Unit's own non-profit fee structure.

Sculptors' and Crafts Association

An organization designed to help sculpture and crafts students in organizing activities such as visiting artist lecturers, workshops, shows

and exhibitions. Membership is open to any student enrolled in a crafts or sculpture course. In the Fall, posters will be put up indicating time and place of meetings to organize for the coming year.

Faculty Union

Our College has recently signed a contract with the Board of Trustees of the Division of State Colleges which recognizes the Faculty as Local No. 2057 of the American Federation of Teachers, an A.F.L.-C.I.O. affiliate. Provision has been made in the contract for student participation in the governance mechanisms of the College. For further information regarding how you can participate please contact your Student Government Association or the Dean of Students.

Women's Group, Inc.

A voluntary association of women consisting of faculty, students and administrators, the Women's Group is concerned with issues pertinent to women today. The particular interests are: women as members

of the Mass. Art community; as artists; and women's role in the larger society.

A mailbox is located with the faculty boxes, opposite the School store.

Alumni Association

The purposes of the Alumni Association are:

1. to strengthen ties between the College, its graduates and former students;
2. to promote alumni interests and support for our Alma Mater;
3. to assist students, when and if expedient;
4. to further the friendship and professional interest of its members.

Performing Arts Committee

A committee of three people in the SIM department judge budget requests which provide money for theatre type work, i.e., SIM/Illigitimate Theatre Co. productions, auditorium fix-up, and the "annual school play." The committee along with Dean McGavern, in advance, schedules time and space in the

auditorium for people requesting the space and equipment available through the SIM department.

Graphic Workshop

The Graphic Workshop is located at 109 Broad Street, Boston and is operated by faculty and students of this College. It can be used by the students as a workshop or may be contacted to do commercial work for a modest fee. Operated by Robert Moore. Telephone, 542-4110.

Academic Information



F. Nick Lammerman
Director of Admissions



John Cataldo
Academic Dean



Stephen Stavros
Registrar

Degrees Offered

Two undergraduate degrees are given by the College, a B.F.A. in Art Education and a B.F.A., (Design and Fine Arts). The M.S.Ed. was initiated (AY '70-71) and is offered by the Art Education Division.

Study Programs

The College offers a special three week (3-credit) program for study abroad in Italy during the mid-year intersession. The overseas program is staffed by College faculty and is offered through the program of Continuing Education.

Evaluation Process

The evaluation process consists of the following four notations of scholastic achievement:

I. No Credit (No Record). NC

Courses not passed and withdrawals are not recorded on permanent transcripts. If the course is required, it must be repeated.

II. Incomplete. I

10 A temporary designation to accom-

modate the possibility of completion of course requirements by the following mid-semester.

III. Pass. P

Given all students successfully completing the required amount of work in the course during the semester. *Students should ask faculty for written testimonials qualifying the "Pass" designation for inclusion in their folders when they feel that high achievement was demonstrated in that class or to qualify the Pass notation.*

IV. Honors. H

Honors classification is awarded to students for exceptional achievement only, and by faculty vote of the designated department.

Faculty-Student Advisory Program

After choosing a major program of study the Division Chairman serves, or assigns an advisor to each student who aids in program choices and maintains a continuing review of the student's status and progress at the College.

Practicum Programs

The Art Education department through an affiliation with the University of Massachusetts offers practicum teaching experiences in different areas of the country.

Colloquia Programs

The College, in an exchange program with Boston State College offers courses in several foreign languages and sciences. French, Italian, German and Spanish are available as electives within the Critical Studies program.

Independent/Directed Study

Programs are arranged through the departments and approved by the Academic Dean.

Master of Science in Art Education

The Graduate Division of Massachusetts College of Art in conjunction with the Division of Art Education offers two graduate programs leading to the degree of Master of

Science in Art Education. These programs are offered in the evening school during the regular academic year and during the six-week summer session. At the present time, Massachusetts College of Art has no provision for full-time graduate study in the regular day school.

Attendance

While attendance is officially taken to satisfy state law, attendance policies are at the discretion of the individual class instructor. Students are urged to provide written explanations for lengthy absences and forms are available in the office of the Academic Dean. Students who will be absent for lengthy periods should also inform the Registrar as soon as possible.

Class instructors are to:

1. clearly describe their expectations relative to the attendance, and their method of maintaining it. This is to be done during the first week of classes for each semester;
2. describe clearly their views concerning the making up of ex-

aminations and work due to the absence of either party;
3. clearly describe during the first week of classes the system of evaluation.

Student Program Changes

To change a major: forms in Registrar's office must be signed by your old department head and your new department.

To drop or add a course: forms in Registrar's office must be signed by the individual faculty members involved.

Auditors

Auditors will be permitted in class with the approval of the instructor and simultaneous notice to the Academic Dean, John Cataldo.

Leave of Absence

A leave of absence may be granted for a period not exceeding one academic year. In exceptional cases the leave may be extended for one additional year. A written

request for renewal must be received by the Registrar before the original leave expires. The College reserves the right to deny any petition for absence or renewal.

The application must be approved by the Bursar, Stan Thomas; the Dean of Students, David McGavern; Academic Dean, John Cataldo; then presented to Stephen Stavros, Registrar.

Withdrawal

In the event that the student wishes to withdraw from the College, he must fill out an official withdrawal form obtained from the Academic Dean's Office. Only after the form has been certified by the Dean and Administrators can the student receive a refund (if he leaves before the sixth week of school).

Cancellation of Classes

When inclement weather makes the closing of school necessary, announcements to that effect are broadcast on WHDH, WBZ, WEEI, and WRKO at, or shortly after, 7 A.M.

Academic Deficiencies

In accord with our new grading system no record will be kept of failures. However, deficiencies will be temporarily recorded until corrected. There will be no failures recorded on the permanent record. This means students will have to make up required courses and in other cases an equivalent number of credits. If too many deficiencies are received, students may be removed from the College.

Divisions and Departments

Division of Media and Performing Arts (MPA)

Division Chairman
Core Department



D. Lowry Burgess
Chairman

Photography Department



Paul Muller
Chairman

Studio Intermedia Department



Harris Barron
Chairman

Division of Design (DE)

Division Chairman



William Hannon
Chairman

Graphic Design Department



Thomas Burke
Chairman

Industrial Design Department



Carl Gibson
Chairman

Architectural Design Department



David Dobereiner
Chairman

Illustration Department



Thomas O'Hara
Chairman

Fashion Design Department



Jean Shohan
Chairman

Division of Fine Arts (FA)

Division Chairman Painting Department



Norman Toynton
Acting Chairman

Sculpture Department



George Greenamyer
Chairman

Crafts Department



Russell Doucette
Chairman

Division of Critical Studies (CS)

Printmaking Department



Arthur Hillman
Chairman

Division of Art Education (AE)

Division Chairman



Kathryn Coghlan
Chairman

Division Chairman



Donald Lettis
Chairman

Art Education Graduate Program



Algalee Adams
Director

Student Services



David O. McGavern
Dean of Students



Mildred Curl
Coordinator of Tutorial and Enrichment Programs



Merritt Harrison
Psychological Counselor



Margaret Johnson
Director of Placement



Virginia Gunter
Director of Exhibitions

For further information on the following services contact the office of the Dean of Students, David McGavern, Rm B1.

Financial Aid

Applications are made on a yearly basis and must be in the Financial Aid office by April 15 for upper-classmen and by May 1 for Freshmen and new transfer students. (A limited number of emergency awards are made for the spring semester and applications must be returned to the Director of Financial Aid by December 15). A Parent Confidential Statement and an institutional application is used to determine the amount and form of financial aid which can be awarded. Maximum awards made by the College cover direct college expenses only (tuition, fees, books, and supplies, transportation and lunches). Applications may be obtained from the Financial Aid office.

Placement

20 Placement services at the College

include senior, graduate student, and alumni registration; vocational counseling, employment notifications, and on-campus interviewing.

Counseling

A full-time resident psychological counselor is available to students. Appointments may be made through Mrs. Dorothy Esterquest at the Dean of Students Office or directly with our counselor, Mr. Merritt Harrison.

Health Services

A comprehensive health insurance plan is available to all students. This plan is in addition to the required accident insurance. Similar in nature to Blue Cross-Blue Shield, the program costs the student \$23.00 for a twelve-month period.

A registered nurse is on duty for first aid, health counseling, referrals to community services, insurance information and insurance claim processing.

See Barbara Forrey, C floor (next to

student mailboxes).

Housing

While the College is not responsible for student housing, we do offer consultation and assistance in meeting housing needs. See Dorothy Esterquest, Secretary to the Dean of Students, for listings.

Tutorial Services

Tutoring is offered without charge to those students needing help in writing and reading skills. Tutorial services are available in the afternoon and evening. See Mildred Curl, Coordinator.

Exhibitions

Exhibitions are presented at both the Longwood and Overland Buildings during the school year. Usually of two weeks duration, they are group or solo shows and exhibit the work of students, faculty and artists of the College Community as well as outside artists. Suggestions for exhibitions are welcomed by the Exhibitions Committee.

See Virginia Gunter, B1.

Monies



Sydney Kaplan
Dean of Administration



Stanley Thomas
Bursar

Late Registration

Students who do not register at their appointed time are subject to a \$5.00 late registration fee.

Lab, Breakage, and Placement

All students are charged a laboratory fee of \$25.00 per semester. Distribution of the money is determined by the division and department heads relative to defined needs of each department. There is an additional \$5.00 breakage fee charged to all but seniors. There is a \$5.00 placement fee charged to seniors.

Refund Policies

Tuition Refund Policy—(New students, freshmen, transfer):

For all new students, there is a \$50 non-refundable tuition deposit (current policy adopted 10/14/71). Such deposit shall be credited to the student first semester tuition charges. If such a student withdraws prior to the beginning of classes or within the first week after the beginning of classes, he shall

be entitled to a refund of two-thirds of the tuition charge. If he withdraws between the end of the first week and the end of the second week, he shall be entitled to a refund of one-half the tuition charge. If he withdraws between the end of the second week and the end of the third week, he shall be entitled to a refund of one-third of the tuition charge. A student withdrawing after the third week of classes shall receive no refund.

Tuition Refund Policy – Returning Students:

A returning student who has paid his tuition prior to the opening of school and who notifies the school that he will not be attending any classes will be entitled to a full refund of all tuition. If he withdraws between the beginning of classes and the end of the first week he shall be entitled to a refund of two-thirds of the tuition charge. If he withdraws between the end of

Tuition and Other Fees

	Resident	Out-of-State
Tuition	\$300.00	\$600.00
Student Government dues	30.00	30.00
Library fees	10.00	10.00
Lab fees	50.00	50.00
Accident Insurance	10.00	10.00
Breakage fee:		
Freshmen, Sophomores, Juniors	5.00	5.00
Placement fee:		
Seniors only	5.00	5.00
Sub-Total	\$410.00	\$710.00
Optional: Sickness Major		
Medical coverage premium	23.00	23.00
Total	\$433.00	\$733.00

the first week and the end of the second week he shall be entitled to a refund of one-half the tuition charge. If he withdraws between the end of the second week and the end of the third week he shall be entitled to a refund of one-third the tuition charge. A student withdrawing after the third week shall not be entitled to any refund.

Refund policy is subject to change by the Board of Trustees of State Colleges. See Stan Thomas in the Bursar's Office.

Payment of Bills

Grades, transcripts, diplomas, etc. will not be issued to students who have failed to fulfill their financial obligations to the College. See Stan Thomas.

Residence

Those who are state citizens are not concerned with this section; however, those transfer students from out of state who believe they fulfill residence requirements should become familiar with this statement

and contact David McGavern, Dean of Students.

Conditions of residence: In order to be eligible to register at a State College as an in-state student, the student must have established a domicile in the Commonwealth with the intention of maintaining it. The domicile of a minor shall follow that of the parents unless the minor has been emancipated. In case of emancipation the student shall present satisfactory proof of emancipation. Minors under guardianship shall present, in addition to the certification of the domicile of the guardian, legal evidence of the appointment of the guardian.

No student shall be considered to have a domicile by reason of his attendance in the College; nor shall a student lose in-state preference after completion of his junior year should his domicile change.

The domicile of a wife shall follow that of her husband.

Misrepresentation of facts with the intent to evade payment of out-of-

state tuition shall be sufficient cause for suspension or permanent exclusion from the College. Such criteria of domicile as rent receipts, automobile fees, etc., shall not be considered conclusive in and by themselves, but may bear on the question of intent which must be the test of the domicile.

Discretion to adjust individual cases within the spirit of these rules is vested in the President of the College.

Address Change

If a student should change his permanent address or name, please obtain a "Name and/or Address Change" form from the Office of the Bursar. All other offices will then be notified by the Bursar to maintain correct up-to-date records.

College Facilities



Jim Chiavelli
Audio-visual technician



Librarians



Allan Barnett
Supervisor of Lab Technicians



John Azevedo
Manager, School Store

The Library

The Library is located on the third and fourth floors of the main building, and is open Monday through Friday during the entire year. The hours of service are posted in the Library. The Library welcomes suggestions for purchases, and hopes that you will take an active part in building the collection. The Library at the present time contains books, magazines, records, tapes, slides, prints and films. There is also a large collection of college catalogs.

Most books circulate for two weeks, and can be renewed. A small number are restricted to use in the library. In case of special need, these room-use books may circulate overnight. Reserve books—i.e., those requested by faculty for class assignments—circulate overnight from 2 P.M. until 9 A.M. the next day, or over the weekend. The Library charges fines on Reserve books which are returned late. The fines schedule is posted in the Library. Magazines, slides, films, cassettes, records, prints, and col-

lege catalogs circulate overnight and for longer periods as they are needed.

The collection is organized on the system used by the Library of Congress, in which letters of the alphabet represent subjects. For example, "ND" represents "Painting." Optimum use of the Library requires some understanding of this classification system. Although materials are on open shelves and freely available, use of the card catalog is advised because a subject class number ("ND"—"Painting") may not include all the materials on that subject. For example, the number representing "Surrealism (Painting)" is "ND 1265", but literary aspects of this subject will be found under "PQ". Card catalogs usually contain a card for the author, the title, and one or more subjects for each item.

In this Library, all the author and title cards are in one section of the catalog, and all subject cards in another section. Remember that the subject headings used by

libraries may be quite general. If you do not find a card for a specific subject, look for material on that subject under a more general subject heading. If there is no book on an individual painter, for instance, try the appropriate country or period under "Painting" or "Art."

A reference librarian is usually on duty and will be glad to help you in the use of the card catalog and reference books.

Art School Associates

The school store is located on A floor in the rear corridor leading to the parking lot. The school store hours are 8:30 A.M. to 4:30 P.M. On Tuesday and Thursday evenings it is open from 6 P.M. to 8 P.M. The manager of the school store is John Azevedo. The telephone number is 566-5448.

Discounts on art supplies are 20% on purchases of \$10.00 or more and 15% on less than \$10.00.

Audio Visual Materials

The audio-visual lab is located on the A floor opposite the photo lab. For further information regarding lending procedures, see Jim Chiavelli.

Cafeteria

The cafeteria is located on the 4th floor (D floor). Lunches may be obtained there at nominal cost.

Loss or Damages

The College assumes no responsibility for any loss or damage to the

property of the students. The Lost & Found Department is located in the Security Office on A floor near the parking lot.

Mailboxes

Every full-time student at the College has a mailbox located on the 3rd (C) floor.

Lockers

Lockers are located in corridors, and because we have a limited number of them, they are on a first come-first serve basis.



Building and Grounds



Joseph Doyle
Superintendent of Buildings and Grounds

The main building is located on 364 Brookline Avenue. It is a four-story structure. The designation for floors is as follows:

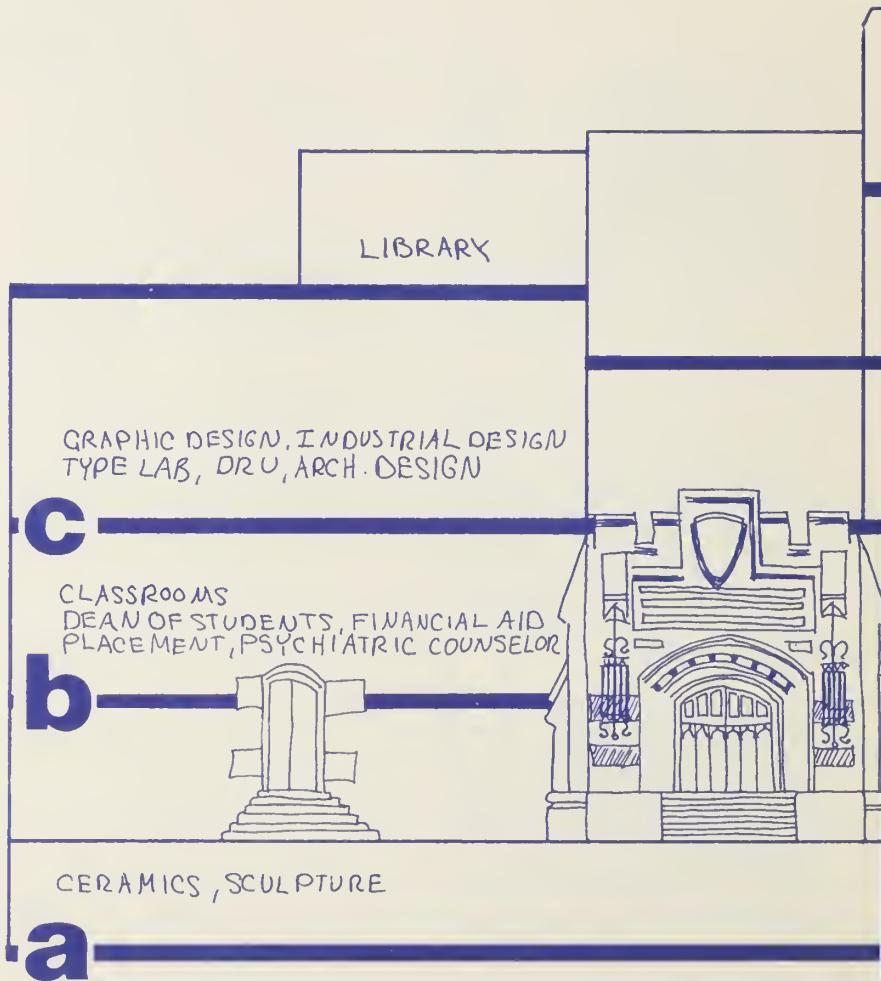
A FLOOR – the basement where the school store and student government office is located;

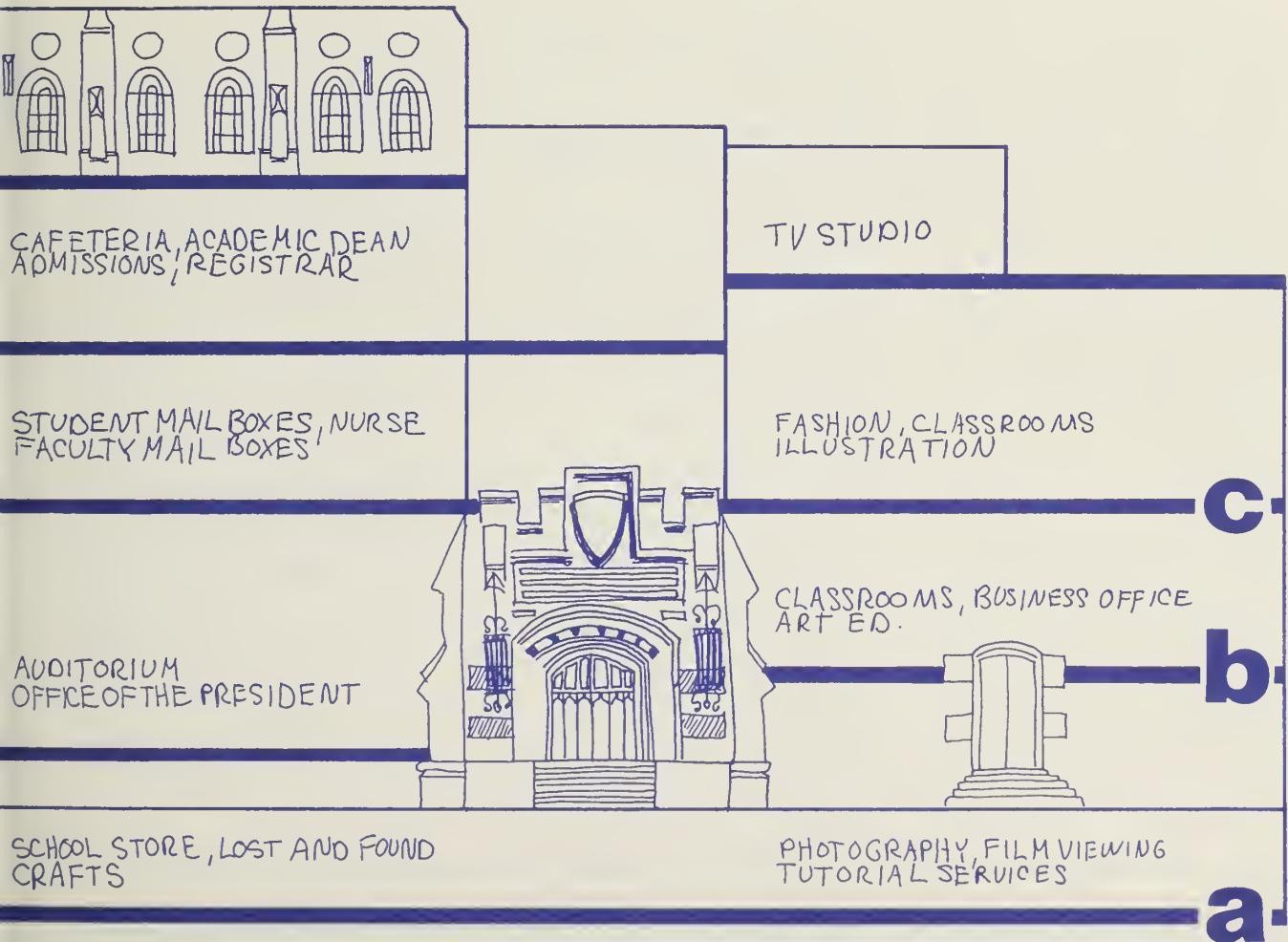
B FLOOR – the main gallery, business office, the Dean of Students, Financial Aid, Placement and President's offices;

C FLOOR – the nurse, faculty lounge, student mailboxes;

D FLOOR – the cafeteria, the library, Academic Dean, Registrar, and Admissions Office.

Odd numbered rooms are on one side of the building and even numbered ones are on the other side. We also have studio space at 26 Overland Street. The Phone number of the main building is 731-2340 and the Overland Street Phone numbers are 536-1634 (2nd floor) and 261-1993 (4th floor).





Maintenance

The cooperation of every student is requested in the maintenance of the building and grounds. Students are asked to dispose of discarded material in proper receptacles placed throughout the building.

Students are urged to maintain facilities and equipment of the College with care.

Visitors

Visitors are welcome at all times to view exhibitions of the College. Those seeking meetings with administrative officers or faculty members should arrange appointments, by writing or calling. Visitors to classrooms shall gain prior permission of the Academic Dean, or the Dean of Students, and faculty members involved.

Smoking

Because of state safety regulations, smoking can be permitted only in certain areas in the building, those areas being the cafeteria, offices,

and with permission from instructors, in classes.

Smoking is prohibited in the studios, the auditorium and corridor areas of the building.

Fire Drills/Civil Defense

Students should become familiar with information concerning fire drill and civil defense signals – posted in each room.

Telephone Calls

Pay phones are located on B floor North, and C and A floors South. Messages incoming through the College switchboard will be taken for individual students in emergencies only. Students are not to use office phones.

Security

The Mass Art security policeman provides three major services:

First, to protect the students, faculty and administrative personnel against hazards on Mass Art property. Second, to protect Mass Art facilities and property within against

fire, theft, and vandalism.

Third, to provide an efficient and smooth-running parking area.

Security is really everyone's business. Our security personnel is limited, and if each of you would strive to develop a security awareness much of our security problem would be greatly reduced.

I.D. Cards

College I.D. cards should be carried at all times. Loss should be reported to the Audio-Visual lab opposite the Photo-lab on "A" floor.

Space Reservations

If a member of the Mass Art Community wishes to reserve space for a meeting or some other event they must reserve space, well in advance, with the following people:

Who To See

Auditorium – David McGavern,
Dean of Students

Galleries – Virginia Gunter, Director
of Exhibitions

Classrooms—Steven Stavros,
Registrar

No changes in reservations will be implemented without prior approval of the office to whom the request is made.

Use of MCA after hours

A form may be obtained at the offices of the Academic Dean or Dean of Students, filled out, then certified by either, then forwarded to the Superintendent of Buildings and Grounds, Joseph Doyle. Regular closing hours are: Monday and Friday 5:30 P.M. Tuesday, Wednesday, Thursday, 10:30 P.M. Saturday: 10-4 P.M. Sunday: closed.

Administration



Jack Nolan
President

John F. Nolan	President
Allan Barnett	Supervisor of Lab Technicians
Joseph B. Doyle	Superintendent of Buildings & Grounds
John W. Cataldo	Academic Dean
Charles Churchill	Librarian III
Barbara A. Forrey, R.N.	College Nurse
Virginia Gunter	Director of Exhibitions
Merritt R. Harrison	Psychiatric Counselor
Benjamin Hopkins	Head Librarian V
Sydney S. Kaplan	Dean of Administration
F. Nicholas Lammerman	Director of Admissions
David O. McGavern	Dean of Students
Phillip Piscopo	Associate Director of Admissions
Carol A. Rock	Assistant to Bursar
Suzanne Smith	Librarian
Steven D. Stavros	Registrar
Stanley E. Thomas	Bursar
David Wilcox	Purchasing Officer
Leslie Arruda	Secretary to Continuing Education Office
Ralph C. Avery	Junior Library Assistant
Elizabeth L. Brewer	Senior Library Assistant
Paul Calsimitto	Maintenance Employee
James F. Chiavelli	Audio-Visual Technician
Elizabeth Coakley	Secretary to Graduate Art Education Program
Dennis Devine	Admissions Clerk
Katherine DeTeso	Secretary to the President

Jacques Dupre	Maintenance Employee
Dorothy Esterquest	Secretary to the Dean of Students
Paul Fallon	Security Officer
Christine C. Finn	Bookkeeper
Natalie Giles	Secretary to the Academic Dean
Richard Harlow	Maintenance Employee
Judith S. Hearst	Receptionist
Mary Karpinski	Secretary to the Registrar
Paul F. Kelley	Maintenance Employee
Ernest J. King	Maintenance Foreman
Thomas King	Maintenance Employee
Charles Matter	Photo Lab Technician
Barbara Matzkin	Secretary in the Dean of Students Office
John S. McNamara	Carpenter
Kay McNamara	Matron
Ann Newton	Statistical Machine Operator
Richard Newton	T.V. Technician
John O'Connell	Maintenance Employee
Pauline C. Prift	Secretary to the Director of Admissions
Stephen Quinn	Maintenance Employee
Arline M. Reardon	Personnel Supervisor
Mark Ridge	Maintenance Painter
Hannah M. Ryan	Secretary to Critical Studies
Anthony L. Santagate	Maintenance Employee
Wendell Stanley	Maintenance Employee
Mary T. Thompson	Keypunch Operator

The Community At Large

This resource section deals with information valuable for student needs not met at Mass Art. More complete listings can be found in the SGA Alternative Resource. Other places where information can be found are listed below:

The Red Bookstore
91 River St., Central Square
Cambridge, Mass. 491-6930

Vocations for Social Change
353 Broadway St.
Cambridge, Mass. 661-1570

If you have a problem, or you're not sure if you do, see David McGavern, Dean of Students.

	Police	Fire
Boston	338-1212	536-1500
Cambridge	864-1212	876-5800
Brookline	734-1212	232-4646
Somerville	625-1212	623-1500
Time	637-1234	Weather 936-1234

Hotlines and Drug Referrals

Project Place – 267-9150
Operates free medical van/ambulance for drug emergencies. They

also are a general hotline for other sorts of problems.

Cambridgeport Problem Center – 876-0284

Beth Israel Hospital –
Will hassle you the least about drug emergencies. Project Place brings people here.

Poison and Drug Information Service – 232-2120

Suicide Prevention – 426-6600

Rape Crisis Center – 492-RAPE

General Emergency – 267-9150

Newspapers

Standard newspapers (Dailies)

Boston Globe
Herald Traveler/Record American

Alternative newspapers (weeklies) can be bought from hawkers or newstands. They are:

The Real Paper
The Boston Phoenix
The East West Journal
Bay State Banner
Muhammed Speaks

The following source catalogs are of particular value and can be obtained at the above mentioned bookstores or read in the Alternative Resource Center.

The People's Yellow Pages

Women's Yellow Pages

Aquarian Unity Directory (guide to spiritual organizations in the area)

The following other types of organizations can be found in the People's Yellow Pages:

Landlord Blues

Liberation Libraries & Centers

Media Groups

Ecology Groups

Community Centers

Day Care Centers

Pregnancy & Birth Control

Counseling

Community Organizing

Legal Aid

Legal assistance for those who can't afford a lawyer:

Boston Legal Assistance Project – 742-8930

Cambridge/Somerville Legal Aid:
Cambridge: 492-5520

Somerville: 776-6704

See People's Yellow Pages for
in-depth listing.

Psychological Counseling

Psychological Counseling, free or
a small fee

Merritt Harrison, Psychological
Counsellor, Mass College of Art

Cambridgeport Problem Center

All major hospital out-patient services have psychiatric clinics on a sliding fee scale (cheap or free if you have no money). See Merritt Harrison for referral or make an appointment with Dorothy Esterquest in the Dean of Student's office.

Health Services

Cambridgeport Clinic (Free) –
876-0284
10 Mt Auburn St., Cambridge
5:30 PM, Mon. – Fri., but be there at
1:45 PM to sign up.
Women's night for gynecology is
Sunday night

Health, Inc. – 731-4500
333 Longwood Ave.
Diagonally across the street from
Mass Art on Longwood Ave.
These people will accept the
amount you are covered for in
your health insurance (\$8.00 per
visit).

Lahey Clinic – 261-2200
If you have a serious problem and
the money to pay for it, this is one
of the best in the country.

Hospitals

Beth Israel Hospital – 734-4400
330 Brookline Ave. (next to
Mass Art)
They will give you a discount if you
carry Mass Art Health Insurance,
and if you make arrangements
through their social service
department.

Mass General Hospital – 726-2000
Fruit Street, Boston, Mass.
They are the largest all around
hospital. They claim to adjust
costs according to income, but
they hassle with you about it.

Pet Hospitals

Merwin Memorial (the cheapest)
542 Cambridge St.

Brighton, Mass. 782-5420

Angell Memorial
180 Longwood Ave.
Boston, Mass. 731-2000

Animal Rescue League
10 Chandler St.
Boston, Mass. 426-9170

Art Schools

Art Institute of Boston
(School of Practical Art)

718 Beacon Street
Boston, Mass. 262-1223

Boston Architectural Center
320 Newbury Street
Boston, Mass. 536-3170

Brandeis University
Rose Art Museum
Waltham, Mass. 894-6000

Butera School of Art
11 Beacon Street
Boston, Mass. 536-4623

B.U. School of Applied Arts
855 Commonwealth Avenue
Boston, Mass. 353-2000

Museum of Fine Arts School
230 Fenway
Boston, Mass. 267-9300

New England School of Art
285 Huntington Avenue
Boston, Mass. 536-0383

Vesper George School of Art
44 St. Botolph Street
Boston, Mass. 267-2045

The School of Fashion Design
136 Newbury Street
Boston, Mass. 536-9343

School of the Worcester Art Museum
55 Salisbury Street
Worcester, Mass. 752-4678

Art Libraries

Boston Public Library
Copley Square
Boston, Mass. 536-5400

Houghton Library
Harvard University
Cambridge, Mass. 495-2441

Fellowes Atheneum
Putney Street
Roxbury, Mass. 445-1988

Widener Library
Harvard University
Cambridge, Mass. 495-2411

Fogg Library
Harvard University
Cambridge, Mass. 495-3374

Main Harvard Number 492-2338

Galleries

Adelson Gallery
1372 Beacon St.
Boston, Mass.

Alpha Gallery
279 Newbury St.
Boston, Mass.

Botolph Gallery
44 Brattle St.
Cambridge, Mass.

Brodney Gallery
811 Boylston St.
Boston, Mass.

Castano Museum
71 Newbury St.
Boston, Mass.

Childs Gallery
17 Arlington St.
Boston, Mass

Deinnger Gallery
206 Newbury St.
Boston, Mass.

Edna Hibel Gallery
175 Newbury St.
Boston, Mass.

Gallery Seven
161 Newbury St.
Boston, Mass.

Guild of Boston Artists
162 Newbury St.
Boston, Mass.

Harcus Krahow
167 Newbury St.
Boston, Mass.

Hayden Gallery, M.I.T.
Mass. Ave.
Cambridge, Mass.

Institute of Contemporary Art
137 Newbury St.
Boston, Mass.

Nexus Gallery
27 Stanhope St.
Boston, Mass.

Parker 470
470 Parker St.
Boston, Mass.

Rose Art Gallery
Brandeis Univ.
Waltham, Mass.

Roter Gallery
26 Dunster St.
Cambridge, Mass.

Schuster Gallery
Mt. Auburn St.
Cambridge, Mass.

Vose Gallery
238 Newbury St.
Boston, Mass.

Museums

Boston Museum of Fine Arts
Huntington Ave.
Boston, Mass.

Busch Reisinger Museum
Harvard Univ.
Cambridge, Mass.

De Cordova Museum
Sandy Pond Rd.
Lincoln, Mass.

Fogg Art Museum
Quincy St., Harvard Univ.
Cambridge, Mass.

Children's Museum
60 Burroughs St.
Jamaica Plain, Mass.

Isabella Stuart Gardner Museum
280 The Fenway
Boston, Mass.

Peabody Museum
Harvard Univ.
Cambridge, Mass.

National Center of Afro-American
Artists
Elm Hill Ave.
Roxbury, Mass.

Hammond Museum
Hesperus Ave.
Gloucester, Mass.

Museum of Science
Science Park
Boston, Mass.

Peabody Museum of Salem/East
India Native Hall
Essex St.
Salem, Mass.
Openings and current showings
are posted on the bulletin boards
on the 2nd floor of the Mass. Art
main building.

Art Supplies

For catalogs of art supply stores
see SGA Resource Center

Ardons (silkscreen and general)
176 Brookline Ave.
Boston, Mass. 536-5120

American Canvas Supply
540 E. St.
South Boston, Mass. 523-0080

Art School Associates—Mass Art
Charette (Best for graphic design
supplies)
2000 Mass. Ave.

Cambridge, Mass. 868-1400
Another small office is located in Harvard Square (same phone number). Charettes will give you a 20% discount on everything if you buy a yearly discount card for \$5.00.
Earth Guild Raw Materials
149 Putnam Ave.
Cambridge, Mass. 547-6099
Johnson's Artists Materials (general)
355 Newbury St.
Boston, Mass.
Lamberts (silkscreen and general)
920 Commonwealth Ave.
Boston, Mass. 232-3131
Newton Pottery Supply
96 Rumford Ave.
Newton, Mass. 893-1200
Utrecht (general; supposedly good prices)
229 Newbury St.
Boston, Mass.
Best places to get junk, scraps, lumber, and other materials are being gathered for the SGA Resource files.

Food

If you want to eat as cheaply as possible, the best bet is to join a

food co-op or to shop Haymarket Square, Boston. MBTA stops there. Most people go on Saturday, but a few shops are open all week.

Food Co-ops

Lists of neighborhood co-ops can be obtained from:

The Boston Food Co-op, Inc.
12 Babbitt St.
Boston, Mass. 267-9090
The Red Book Bookstore
91 River St., Central Sq.
Cambridge, Mass. 491-6930

The Rising Earth Market has an organic food co-op program.

Organic Markets
Organic Food Cellar
31 Putnam Ave.
Cambridge, Mass. 864-6639

Erewhon
342 Newbury St.
Boston, Mass. 262-3420

Rising Earth
96 River St.
Cambridge, Mass. 354-8846

For ordinary food, Stop & Shop and Star Market are the cheapest.

A list of churches and other places that give out free food can be found by calling Interfaith 261-8280.

Eating Out Places

The Blue Parrot
123 Mt. Auburn St., Cambridge
(french food, foreign coffees and wine)

Bob the Chef
604 Columbus Ave., Boston
Soul food.

Ken's
549 Boylston St., Boston (at Copley Sq.)
Delicatessen

Root One
30 Mass. Ave., Boston (Near the MIT bridge)

Natural foods

Legal Sea Foods
237 Hampshire St., Cambridge
(at Inman Sq.)

The Peasant Stock
421 Washington St., Somerville
Sunday morning brunch, 12:00 noon – 2:00, inexpensive
Browse over morning papers, stereo, wine.

Drinking Out Places

The Children's Inn Restaurant/
lounge

Not cheap, but right across from
Mass. Art. on Longwood Ave.

Fathers I, II, III, IV

Drinks here are cheap. Mon. &
Tues. are ladies' night. 20¢
cocktails with card. Fathers Two
is right across from the Annex on
Beacon St.

The Groggery (live music)
Harvard & Cambridge Sts., Allston

The Idler (some live music, inter-
national scene)

123 Mt. Auburn St., Cambridge at
Harvard Sq.

Jack's (live groups)
Mass. Ave. between Central and
Harvard Square

Max's (mostly black scene, dance
to motown on Juke box).
River & Putnam Ave., Cambridge.

Other Things to Get Into

Swim at the YWCA or YMCA, it's
cheap.

Yoga every Tuesday and Thursday
at 7:00. Donation \$1.00

Unitarian Church, in Harvard Sq.,
Church St., Cambridge

Astrology. Taught on all levels, or
charts done.

The Fourth House 723-5344,
noon - 6:00 PM

33 Commercial Wharf, #35, Boston.
Near Aquarium stop

Dance at Dance Free (loose, but
fun. A lot of freaky people.)

Christ Church, zero Garden St.,
Cambridge.

Across from Cambridge Com-
mon, Harvard Sq.

Wednesday, 8:00. Donation, 75¢.



